

EDUCATOR GUIDE

A Guide to using ABC-CLIO Solutions for Middle and High School

ABC-CLIO welcomes you to a new era in education with the release of our award-winning Solutions. Our new lineup—now encompassing 14 databases of authoritative and comprehensive content—is the latest addition to our 50+ year legacy of expertise in history and the humanities. With over 140,000 primary and secondary sources, fluid navigation, continually updated content, and the contributions of scholars, educators, and subject area specialists, ABC-CLIO Solutions redefine what research tools should be for students and educators alike.

This Educator Guide will help you discover how ABC-CLIO Solutions support enriched classroom instruction and enable more effective student research. With these simple instructions, educators can get started quickly and learn how to get the most out of the multitude of features and functionality these powerful databases have to offer.

This guide will show you how to easily:

- Develop a research list to guide students to relevant resources
- Find reference resources that match to the curriculum
- Engage students in critical thinking using the Analyze section
- Use the improved Search functions to quickly find specific resources

Designed specifically for secondary school curriculum and student use, ABC-CLIO Solutions are:

- **A comprehensive resource library open 24/7:** Over 140,000 primary and secondary resources are provided across the 14 Solutions. Primary resources include articles, maps, video, audio, photos, political cartoons, and more
- **A virtual textbook:** Always updated and never out of date, our Solutions provide reference resources written by historians, leading experts, and experienced editorial staff with middle and secondary students' needs in mind
- **Varied perspectives on enduring dilemmas:** Engaging essays allow young minds to grasp how great thinkers analyze information and present arguments

Benefits of ABC-CLIO reference resources in the classroom and library:

Educators can:

- Engage students in a lesson with media such as political cartoons, maps, audio, and video clips
- Address topics not covered in the textbook
- Enhance and enrich in-class activities
- Make research a more productive experience for students

Students can:

- Develop a basic understanding of any specific topic quickly by reading the one-page overview
- Conduct in-depth research on topics
- Supplement reports with multimedia, such as maps, photos, audio, and video
- Understand the viewpoints of various authorities on a given topic
- Search independently within the Solutions
- Access links or use research lists prepared by a teacher or librarian

GETTING STARTED:

Using the passwords already provided, log in to the Solutions here: www.databases.abc-clio.com.

The **Staff Edition** log-in gives you access to administrative features not found in the student version. Log into the Staff Edition by clicking on the “**staff edition**” button in the top right corner of any screen within a Solution and entering your username and password.

Choose one of 14 Solutions from the introductory screen. With this new version, **all of the Solutions have a simplified, consistent interface**—once students and faculty learn to use one of them, they can use them all.

The 14 ABC-CLIO Solutions include:

- American Government
- American History
- Daily Life through History
- Issues: Understanding Controversy and Society
- Pop Culture Universe: Icons Idols Ideas
- The American Mosaic: The African American Experience
- The American Mosaic: The American Indian Experience
- The American Mosaic: The Latino American Experience
- United States Geography
- World at War: Understanding Conflict and Society
- World Geography: Understanding a Changing World
- World History: Ancient and Medieval Eras
- World History: The Modern Era
- World Religions: Belief, Culture, and Controversy



A simplified and consistent user interface makes it easy to use multiple Solutions.

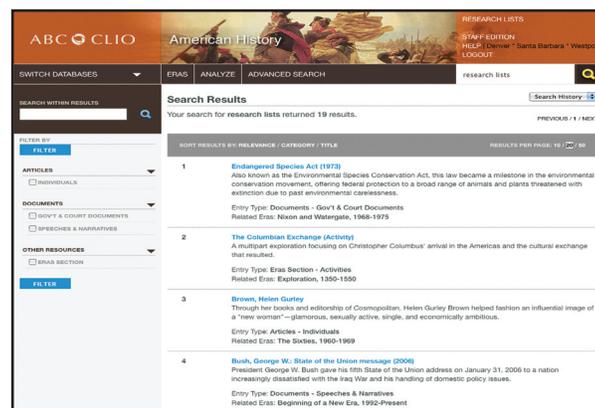
DEVELOP A RESEARCH LIST TO GUIDE STUDENTS TO RELEVANT RESOURCES

A research list helps students get projects off to the best start. Teachers and librarians develop a core list of articles and primary sources for students to read or review. This gives students background on a topic for assignments on a unit of study or the foundational understanding for a research project. Providing a research list assures that students are able to use their Internet research time productively... and that they don't get stuck before they even start.

To create research lists, teachers and librarians utilize the Staff Edition of the Solution:

- Start a list by clicking on the “**add to research list**” button at the top right of any reference resource page
- Save the list without posting it to the website as you develop it
- Post your research list so it can be accessed by students
- After the Tools/Resource Lists page opens, name the list so that your students can easily identify it, and enter your name as well
- Use the comment field to add notes to give students instructions or remind them of the goals of the assignment
- Continue to add and edit resources as needed; once the research list is saved, it will be always be available for editing

When students log in, they simply click on the research list button that appears on their home page, select the list for the assignment, and visit the reference items selected. Each reference resource includes a list of related entries that makes it easy for students to explore the topic in-depth. These related entries often include people, groups, maps, events, or video and audio sources.



A research list makes getting started on a project easier by providing links to relevant articles and primary sources along with directions for the student in the “Notes” section.

FIND REFERENCE RESOURCES THAT MATCH TO THE CURRICULUM

Use the “Explore a…” section

ABC-CLIO Solutions are organized by topics commonly taught in history, government, humanities, and geography courses. For each topic, you can find an overview, quick links to resources, and activity ideas. Instructors can use these tools within the “Explore a…” section as the framework and content for a unit, or to quickly find primary and secondary resources that augment an existing lesson or assignment.

Start by clicking the black “Explore a…” tab in the top left corner of the primary image on the home page, or by clicking on the appropriate tab at the top of each page (e.g., Eras, Wars, Countries, Issues, Decades, States, or Topics).

- Choose from the list of topics. Once a topic is selected, students can access an overview article with embedded links that offer explanations of terms, events, or people. A menu bar appears to the left of the overview article.
- Use the menu bar on the left for quick access to content that includes recommended activities and discussion questions designed to augment and enhance the teacher’s lesson plans, reference materials and teaching ideas, as well as additional information such as related entries for deeper research, facts and figures, timeline, and/or glossary terms.

USE THE STATE STANDARDS CORRELATION AND TEXTBOOK CORRELATION TOOL

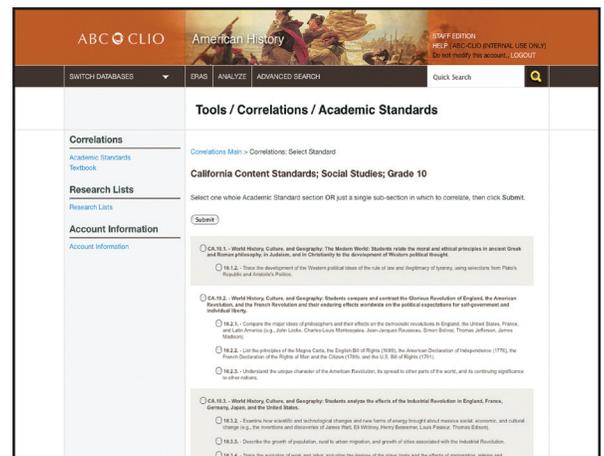
The Correlation tool in the Staff Edition provides direct access to resources that relate to a specific state standard objective or a chapter of a textbook.

Start by accessing the Solution using the staff log-in; then click on the **Staff Edition** button at the top right-hand corner of the screen.

- Select either “Academic Standards” or “Textbook” under the Correlations heading on the left-hand side
- Use the drop-down menus to choose a state, subject, and grade level (for Academic Standards); or publisher, textbook, and grade level (for Textbook)
- Click “Submit” to display a list of links to relevant resources



Select an era in **American History** to access an overview, related links, and more.



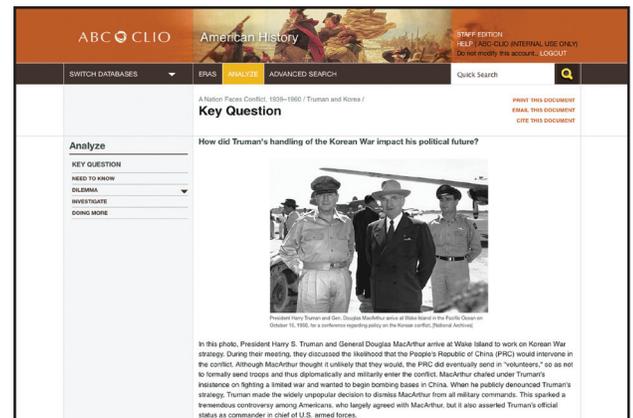
Easily locate resources that match a state standard or textbook chapter.

ENGAGE STUDENTS IN HISTORICAL THINKING USING THE **ANALYZE** FEATURE

To support the development of student critical thinking and inquiry skills, each ABC-CLIO Solution has a section devoted to analyzing a historical dilemma or topic of debate. Here you will find engaging essays written by great thinkers in the field that illuminate multiple perspectives on bedrock topics and contain all the basic lesson and content support for an in-depth historical inquiry lesson. The **Analyze** feature also models how scholars would consider a historical question, and serve as examples of well-crafted argument essays.

To access an Analyze feature, start by selecting the Analyze button either at the top of the home page or at the top of the sidebar on the right side of the screen.

- Choose from the various dilemmas provided, each accompanied by a compelling primary source image and engaging key question
- The historical background related to the image and key question are all provided for the student in the menu bar on the left side of the screen
- Students can read a variety of perspectives on the initial dilemma written by scholars by clicking on “Dilemma” in the menu bar. A Dilemma opening and closing are also provided within this subsection



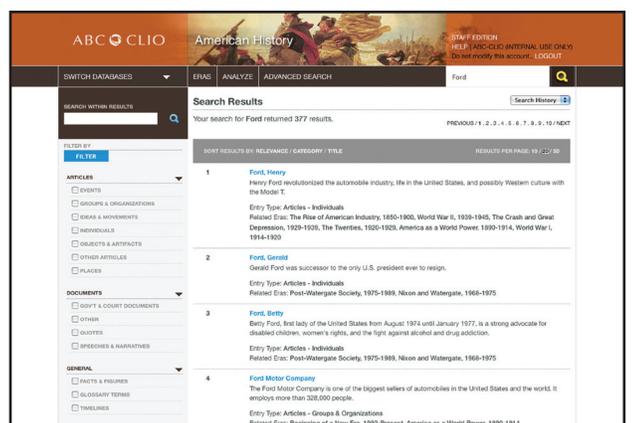
Students develop critical thinking skills by using the newly expanded **Analyze** feature.

USE **SEARCH** FUNCTIONS TO FIND SPECIFIC RESOURCES

The search function enables students to find an answer to a particular research question; it also allows staff to broaden a list of resources on a subject. Searches can be targeted by selecting the category of content desired, such as Event or Individual; or by the type of media desired, such as Image or Map.

Search options include:

- **Quick Search:** Enter a single word or an entire phrase in the search box available at the top of every page
- **Advanced Search:** Use a combination of text, topic (such as era, country, issues, etc.), article type, and media selections to identify candidates for the perfect resource immediately
- **Filtered Search:** After conducting an initial Quick or Advanced Search, use the Filtered Search function to refine your results further by selecting from a list of up to 18 types of resources, including events, individuals, groups, ideas and movements, images, maps, video, audio, and government and court documents
- **Cross-Database Searching:** Want to search for resources across all of the databases to which you are subscribed with one search? No problem. Just start an Advanced Search in any database, then click the “Search across all databases” option
- **Search Within Results:** After an initial Advanced Search, enter additional words or phrases in the “Search Within Results” field to further narrow your list of resources



Search for exactly what you want by category of information, era, or topic.

MORE HELPFUL INFORMATION

ABC-CLIO's Solutions provide:

- **Feature Story:** An overview of a contemporary event, offering links to related current and historical reference resources and an examination of the event through perspectives drawn from current news articles
- **Improved print and e-mail functions:** Every article page includes convenient "print," "e-mail," and "cite" buttons, making it easy to share selected information with colleagues and students
- **Expanded search capabilities:** Faceted searching and two types of cross-search functionality across the databases mean students can find more relevant information faster
- **Current citations:** Each article ends with citations in MLA 7th ed., Chicago 16th ed., and APA 6th ed. style to make the bibliographic process easier
- **"Did you mean?" suggestions:** This automatic function prevents typos from getting in the way of search results

NEED MORE HELP?

Within any database, choose HELP within the upper right-hand corner of the colored screen header, above the "Quick Search" field. Here you will find more detailed how-to instructions as well as the "Ask the Cybrarian" tool, available for both teachers and students to ask content-related questions.

Other questions? Call: 805-968-1911 or 800-368-6868. E-mail: CustomerService@abc-clio.com.